



City of Chula Vista Boards & Commissions

Parks and Recreation Commission

Agenda

SPECIAL MEETING OF THE PARKS AND RECREATION COMMISSION OF THE CITY OF CHULA VISTA

April 16, 2015
6:30 pm

Conference Room B-129
Building C – 276 4th Avenue
Chula Vista

CALL TO ORDER

ROLL CALL: Commissioners Vogel, Garza, Garcia-Lopez and Vice-Chair Buddingh

PUBLIC COMMENTS

Persons speaking during Public Comments may address the Commission on any subject matter within the Commission's jurisdiction that is not listed as an item on the agenda. State law generally prohibits the Commission from discussing or taking action on any issue not included on the agenda, but, if appropriate, the Commission may schedule the topic for future discussion or refer the matter to staff. Comments are limited to three minutes.

1. **Victor Arizpe, Youth Sports Council Regarding park irrigation and water conservation**

CONSENT CALENDAR

The Commission will enact the Consent Calendar staff recommendations by one motion, without discussion, unless a Commission Member, a member of the public, or staff requests that an item be removed for discussion. If you wish to speak on one of these items, please fill out a "Request to Speak" form and submit it to the Secretary prior to the meeting. Items pulled from the Consent Calendar will be discussed immediately following the Consent Calendar.

1. **Introduction of Ethan Wing, Recreation Supervisor III**

Staff recommendation: Commission hear the presentation

2. **Service Groups at Norman Park Senior Center**

Staff recommendation: Commission hear the presentation

3. **Recreation Department Monthly Report**

Staff recommendation: Commission receive the monthly report

ACTION ITEMS

The Item(s) listed in this section of the agenda will be considered individually by the Board/Commission and are expected to elicit discussion and deliberation. If you wish to speak on any item, please fill out a "Request to Speak" form and submit it to the Secretary prior to the meeting.

4. Approval of November 20, 2014 Commission meeting minutes

Staff recommendation: Commission approve the Meeting Minutes

5. Review and Recommend to City Council the FY 15-16 Budget for Public Works Operations and Recreation Departments

Staff recommendation: Commission approve and recommend to City Council approval of the Public Works – Operations and Recreation Departments budgets

6. Parks and Recreation Commission Goals for Fiscal Year 2014-15 (Standing Item)

Staff recommendation: Continue to review and adjust the Fiscal Year 2014-15 Parks and Recreation Commission Goals

OTHER BUSINESS

1. STAFF COMMENTS

Recreation Department -

- Key Functions/Program Summary
- Employee of the Year, Shaun Ellis
- CDBG Funding

Public Works Operations

- Update on T.U.T. Projects
- Tennis and Basketball Court Management Report Update

2. CHAIR'S COMMENTS

3. COMMISSIONERS'/BOARD MEMBERS' COMMENTS

ADJOURNMENT to the Regular Meeting on May 21, 2015 at 6:30 pm at Conference Room B-129, Building C, 276 4th Avenue, Chula Vista, California.

Materials provided to the Parks and Recreation Commission related to any open-session item on this agenda are available for public review in the Recreation Department Administration Office located at 276 4th Avenue Building C, Chula Vista are available for review, during normal business hours.

***In compliance with the
AMERICANS WITH DISABILITIES ACT***

The City of Chula Vista requests individuals who require special accommodations to access, attend, and/or participate in a City meeting, activity, or service, contact the Human Resources Department at (619) 691-5041 (California Relay Service is available for the hearing impaired by dialing 711) at least forty-eight hours in advance of the meeting.

I declare under penalty of perjury that
I am employed by the City of Chula
Vista in the Recreation Department
and that I posted this document on the
bulletin board according to Brown Act requirements.

Dated: 4/13/2015 Signed: Margaret Celler

MINUTES OF A SPECIAL MEETING OF THE
PARKS AND RECREATION COMMISSION
OF THE CITY OF CHULA VISTA

November 20, 2014

6:30 pm

A Special Meeting of the Parks and Recreation Commission of the City of Chula Vista was called to order by Chair Joseph Boehm at 6:30 pm at Loma Verde Recreation Center at 276 4th Avenue, Chula Vista, California.

ROLL CALL

PRESENT: Commissioners Garza, Buddingh (arrived at 6:36), Garcia-Lopez, Vogel, and Chair Boehm

ABSENT: Commissioners Scott

ALSO PRESENT: Director of Recreation McClure, Assistant Director of Public Work Quilantan, Principal Recreation Manager Cox, Senior Recreation Manager Farmer, Senior Recreation Manager Garrison, Recreation Supervisor III Chavez, Landscape Architect Mary Radley

Guests: Stewart Payne, I9 Sports
Shamar Bond, Chula Vista Resident
Neelay Bhatt, Vice-President, PROS Consulting

PUBLIC COMMENTS:

Mr. Payne from I9 Sports spoke to the Commission about the Recreation Department Cost Recovery Study and asked that the Department be fair and equitable when raising fees.

Mr. Bond shared that he would like to hold a fitness class in park; however, the current fee that City of Chula Vista charges is very expensive. City of San Diego charges \$76 per quarter. Mr. Bond as that the department consider revising the \$50 per night fee.

CONSENT CALENDAR

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1. Update on Recreation Department Cost Recovery Study, Resource Allocation and Revenue Enhancement Study (Verbal Report)

Staff recommendation: Commission hear the verbal report

Mr. Neelay Bhatt, Vice-President of PROS Consulting provided a presentation on the Department Cost Recovery Study, Resource Allocation and Revenue Enhancement Study. Mr. Bhatt answered questions pertaining to recreation fees, current recreation trends, and future presentations.

2. Update on Water Awareness in Residential Neighborhoods (WARN) Program and Operation Splash Presentation

Staff recommendation: Commission hear the presentation

3. Independent Contract Agreement and Handbook Presentation (Verbal Report)

Staff recommendation: Commission hear the presentation

Principal Recreation Manager Cox presented the contract instructor philosophy. Department is updating the contract and updates would be presented to the commission in the future.

4. Recreation Department Monthly Report

Staff recommendation: Commission receive the monthly report

ACTION: Commissioner Buddingh move d to approve staff's recommendations and offered Consent Calendar Items 1 through 4. Commissioner Garza seconded the motion, and it carried by the following,

| | |
|----------|--|
| Yes: | 5- Chair Boehm, Vogel, Buddingh, Garza, Garcia-Lopez |
| No: | 0 |
| Abstain: | None |

ACTION ITEMS

The item(s) listed in this section of the agenda will be considered individually by the Board/Commission and are expected to elicit discussion and deliberation. If you wish to speak on any item, please fill out a "Request to Speak" form and submit it to the Secretary prior to the meet.

5. Approval of May 22, 2014 Commission meeting Minutes

Staff recommendation: Commission approve the Meeting Minutes

Action: Commissioner Vogel moved to approve the meeting minutes. Commissioner Buddingh seconded the motion and it carried by the following vote,

Yes: 5 – Chair Boehm, Buddingh, Vogel, Garza and Garcia-Lopez
No: 0
Abstain: 0

6. Approval of August 25, 2014 Special Meeting minutes

Staff recommendation: Commission approve the Meeting Minutes

Action: Commissioner Garcia-Lopez moved to approve the meeting minutes. Commissioner Buddingh seconded the motion and it carried by the following vote,

Yes: 5 – Chair Boehm, Buddingh, Vogel, Garza and Garcia-Lopez
No: 0
Abstain: 0

7. APPROVAL OF THE NAME, MONTECITO PARK, FOR THE 7.55 ACRE PUBLIC NEIGHBORHOOD PARK, P-3 AT OTAY RANCH VILLAGE 2, CHULA VISTA

Staff recommendation: Commission approve the name Montecito Park for the 7.55 Acre Public Neighborhood Park, P-3 at Otay Ranch Village 2

Landscape Architect presented the master plan for the 7.55 Acre public neighborhood park, and requested approval for the name of “Montecito Park”.

Action: Commissioner Garza moved to approve the name of Montecito Park for the 7.55 Acre Public Neighborhood Park at Otay Ranch Village 2. Commissioner Vogel seconded the motion and it carried by the following vote,

Yes: 5 – Chair Boehm, Buddingh, Vogel, Garza and Garcia-Lopez
No: 0
Abstain: 0

8. Approval of absences of Commissioners Garza and Scott from the Regular Meeting of May 22, 2014 meeting; approval of absences of Commissioners Buddingh and Scott from the Regular Meeting of July 17, 2014 meeting; approval of absences from Commissioners Buddingh and Vogel from the August 25, 2014 Special Meeting

Staff recommendation: Commission approve the absences of Commissioners on various days

Action: Commissioner Vogel moved to approve the absences. Commissioner Garcia-Lopez seconded the motion and it carried by the following vote,

Yes: 5 – Chair Boehm, Buddingh, Vogel, Garza and Garcia-Lopez

No: 0
Abstain: 0

9. Parks and Recreation Commission Goals for Fiscal Year 2014-15 (Standing Item)

Staff recommendation: Continue to review and adjust the Fiscal Year 2014-15 Parks and Recreation Commission Goals

The commission briefly reviewed the goals and concurred that they would be revisited at the next meeting.

Action: Commissioner Garza moved to continue the review and adjustment of the goals. Commissioner Buddingh seconded the motion and it carried by the following vote,

Yes: 5 – Chair Boehm, Buddingh, Vogel, Garza and Garcia-Lopez
No: 0
Abstain: 0

OTHER BUSINESS

1. STAFF COMMENTS

- Director McClure Huckaby shared that Principal Recreation Manager would be retiring on December 31, 2014; the Friends of Chula Vista Parks and Recreation received a \$6,800 donation from the Chula Vista Foundation for senior services; the Council Workshop regarding the Cost Recovery was scheduled for January 8, 2015; the January 2015 Parks and Recreation Commission is cancelled and rescheduled to a Special Meeting on February 19, 2015.
- Assistant Director of Public Works Quilantan shared that Loma Verde Recreation Center's HVAC system would be replaced; tree in front of the Loma Verde facility would be removed and shade structure put in place; and Tennis and basketball courts being resurfaced.

2. CHAIR'S COMMENTS-None

3. COMMISSIONERS'/BOARD MEMBERS' COMMENTS

Commissioner Buddingh requested an update on the Soccer Arena.

Assistant Director Quilantan responded that an RFP would be developed.

ADJOURNMENT

At 8:45 p.m., Chairperson Boehm adjourned the meeting to the Special Meeting on February 19, 2015 @ 6:30 pm in Conference Room B-129 Building C – Public Services Building North, 276 4th Avenue, Chula Vista, California.

Margarita Cellano, Administrative Secretary



Recreation Department

DATE: April 6, 2015

TO: Parks and Recreation Commission

FROM: Kristi McClure, Director of Recreation

SUBJECT: Parks and Recreation Commission Monthly Report – Recreation

SUMMARY

Staff has prepared a status report regarding items of interest to the Parks and Recreation Commission. Staff recommends that the Parks and Recreation Commission receive and file this informational report.

ACTIVE.NET – All hands training held on January 22 and January 23, 2015 was successful.

ADULT ATHLETICS

Two new kickball sessions, “big ball” softball and golf planned and implemented for spring session; Winter Adult Sports leagues are wrapping up and Spring camp at Salt Creek maxed enrollment. Registration for all spring Adult Sports leagues is currently open.

AQUATICS

Loma Verde Aquatic Center

We offered a Lifeguard Training class during spring break, March 21st-March 28th and 14 students successfully passed the course. Recreational Swim was offered during Spring break March 21st – April 3rd, on Mondays, Wednesdays, and Fridays from 12:30-3pm. Group, Private lessons and Toddler Aquatics began March 16th. On-going classes/programs/camps/activities: Lap swim is available Monday through Friday from 6:30am-8am, 11am-1pm, and 5-7pm. Water fitness classes are scheduled for Mondays, Wednesdays, and Fridays from 11am – 12pm. The High school swim season has been ongoing and we currently have 5 high schools practicing at Loma Verde: San Ysidro High School 6:15-8:15 am, Otay Ranch High School 3-5 pm, Castle Park High School 7-9 pm, Olympian High School 7-9pm and High Tech High 4-6pm.

Number of Participants (March): Water Fitness classes had 215 participants, Lap Swim had 405, 4 Physical Therapy groups: 110 Averaged 3 - 6 participants per day, South Bay Aquatics: 2357, High school swim: 3591, Swimming Lessons: 993

We are currently taking ongoing registration for our spring classes. Classes which include Parent and Tot, Learn to Swim, Swim Clinic, Adult Lessons, Private Lessons, and Toddler Aquatics began on March 16th. Registration for our summer classes will begin May 18th. Registration for April Pools Day (April 18th) is being taken at both pools.

their morning radio hosts to MC the event. Chula Vista PAL will be offering a pancake breakfast for a \$5 donation. The vendor fair will have over 20 local businesses and also include our own Recreation Department booth promoting our programs and services.

HERITAGE PARK CENTER

Class registration began in March for the Spring Session. We added a couple new classes. This session we have Urban Line Dancing, and FitKidz munchkinz, Pre-teens, and Tykez. Urban Line Dancing is a line dance class, but with a twist in the music it's to current songs that are remixed. FitKidz is a version of bootcamp for kids. We are also currently processing more contractual instructors for next session.

Open Rec & Read M-F, 2-5pm for March was on Peach Jar for the month so parents have a safe and secure option for their child in the after school hours. We have our theme days plus St Patrick's Special Days that we did: Tournament Mondays we held Skii Ball, Build a Lego Creation, Bingo, Ping Pong, and Air Hockey prizes from Baskin Robins and Islands, Craft Day Tuesdays Rainbow Craft, Leprechaun Bookmark, Shamrocks, Luck of the Irish, and Fish & Sand craft. Work Out Wednesday s we did Potato Sack Races, Freeze Tag & Cartoon Tag, DG Track work out, and agility & jump rope Movie Day Thursdays we showed Daddy Day Care, Rio 2, Peter Pan and Monsters Inc. Fridays we have participant choices plus we have Clown for all occasions doing face painting. Also, staff assisted with homework as needed

Heritage continues to build its attendance through our Open Rec & Read program and our year round classes that we offer. Rentals are steady each month due to the fact this building does not look so much like all the other recreation facilities and families get really nice photo's outside by the lake and grassy areas. Donations have been great and our local businesses of Chula Vista like to give back to the community.

LOMA VERDE CENTER

We added a couple of new classes for this new session; an Adult Salsa, youth and PS Folklorico dance. We have a new ceramics instructor; our former instructor that we had for many years passed away suddenly. We also added a gymnastics camp between the spring & summer session. We added a Spanish Emersion Tiny Tots class, this class is designed to teach basic vocabulary & phrases in Spanish. Children will learn colors, letters, numbers, and songs in Spanish. We have had lots of interest in it.

Critical Hour attendance was a little low due to spring break. Staff provided the usual activities for participants, which included dodgeball, basketball, crafts, and board games. We held 2 mini special events this month: St Patrick's Day Crafts and approximately 25 children attended; each participant was able to make a variety of St Patrick's Day crafts. We also hosted Spring Bingo and had approximately 38 children participate; they participants played bingo for prizes. We also hosted Spring Fest on March 20th had over 250 children & parents participate at this event. We had a variety of games & prizes and crafts for everyone. The Spring Bunny also made in appearance, and participants were able to have their photograph taken with him. Staff sold hot dogs, nachos, and punch. The children's favorite part of the event was the cupcake walk; children were lined up for that game during the entire period of the event. Participation overall this past month was approximately 3,730 participants at the Center.

OTAY RECREATION CENTER/ SATELLITE PROGRAM

A lot has been going on at Otay: We finalized UK Soccer Camps and GOLF instruction for the Satellite Program. The monthly Zumba class continues to be popular. We will offer two new preschool classes Mighty Tykes, and Me, You, & Fun Too! on Friday mornings, for the spring session. We are also offering two additional days of the Apples to Zebras class on Monday's & Wednesday's for the spring session.

Ongoing programming: The Archery Camp was offered during the spring school break from Monday through Friday March 30th – April 3rd. The camp had twenty participants; Otay center supervisor attended the CPRS Conference in Sacramento from Wednesday March 12th through Friday March 13th. Staff participated in the Wellness Fair at Castle Park Elementary School on Thursday March 19th from 1-3PM. We continue to attend the monthly Day of the Child planning meetings at Rice Elementary school. We are currently conducting interviews with Recreation Aide, and Recreation Leader applicants for the OTAY Recreation Center. We also conducted interviews with two Dog Trainers applicants for the Satellite Program and have selected a qualified candidate. We finalized dates, times, and park location for the UK Soccer Camps for the Satellite Program for the spring and Summer Sessions.

Our Critical Hour Programming (attendance & activities): Attendance was 3,073 and the ongoing daily activities continue to be offered. We extended recreation hours the week of March 23rd through March 27th Monday through Friday, from 12-4PM. Extended recreation hours were offered the week of March 16th through March 20th from 1-4PM for the Parent Teacher Conferences. Staff coordinated the St. Patrick's Scavenger Hunt on Tuesday March 17th, resulting in 27 youth participating in a variety of fun filled hunts. The Star News came out and did a photo session resulting in a news article. After the scavenger hunt concluded "free" pizza and beverage was offered to all participating youth. OTAY staff coordinated the Egg Hunt Extravaganza on Friday March 20th resulting in 30 youth in attendance. Participants in attendance received a festive Spring Bag filled with candy. Fun to Be Fit activities continue to be offered for the after school youth for a duration of 30-minutes with staff.

PARKWAY COMMUNITY CENTER & GYMNASIUM –

New classes/programs introduced- We introduced a Boogie Baby class which has been very popular; this is a music/dance class for 1-3 years old. There were 12 toddlers enrolled. Spring camps were held March 23-27, Basketball Camp had 21, soccer camp had 22 and there was also a volleyball 101 workshop held the last week of spring break. For the critical hour programming (attendance and activities): Tuesdays we have Soccer Fit, on Wednesdays, All Sport Fun and on Thursdays Basketball Fit. The game room and small gym are open Monday thru Friday to provide a safe and fun place for our youth to play. The teen age population has grown at Parkway Community Center; there are about 20-30 middle school participants that hang out in the gym and game room after school.

Woman's Club: We have no new programs. The staff continues to field several phone calls and give several daily tours. Our on-going classes/programs/camps/activities: The Karate class and Senior Exercise class continue to be held at the Woman's Club. The Woman's Club continues to hold their monthly meeting and monthly luncheon.

program and use the field with “Low Use” restrictions, per the Public Works Field Management Report definitions, for the first 2 years. This means programmed use will be limited to 4 totals days per week (either Monday, Wednesday, Friday, Saturday; or Monday, Wednesday, Thursday, Saturday; or Monday, Tuesday, Wednesday, Thursday). This will give the field necessary days off for rest and also provide opportunities for the general drop-in community to utilize the field.

Action Item #5 will be presented via PowerPoint at the Parks and Recreation Commission.



Parks and Recreation Commission
Approved Goals and Objectives FY 2014-15
Approved at May 22, 2014 Meeting

| Goals and Objectives | Status/Notes |
|---|---|
| 1. Increase Connected Community by conducting at least two commission meetings per year at Recreation Center locations. | Propose: July 2014 @ Parkway and November 2014 @ Loma Verde |
| 2. Commissioners to engage with members of the public to share and discuss concerns about service levels. | |
| 3. At least once a year take a city wide tour of recreation and parks facilities hosted by City staff (on a Saturday in January or February). | |
| 4. Hold monthly commission meetings (as needed) to meet goals and objectives and addressing important issues. | |
| 5. Identify potential resources to help support funding of a full time Recreation Supervisor position dedicated for the Norman Park Center and expansion of senior program activities throughout Chula Vista. | |
| 6. Encourage the rehabilitation of existing recreational facilities and the development of facilities that are not available in the area of West side of Chula Vista. | |
| 7. Provide more trails and open space lands that serve to link existing state, county, and municipal open spaces, as well as other trail networks, both existing and planned to facilitate a variety of recreation activities and special events. | |
| 8. Identify ways to make parks safer for the community by reviewing park amenities for risks to public safety. | |
| 9. Seek to reinstate the Park Ranger program to full strength to help address inappropriate activities in parks. | |
| 10. Encourage more cooperation between neighboring governmental entities, school districts and organizations to assist with fee use programs. | |
| 11. Coordinate potential facility sharing with Southwestern College and Sweetwater Union High School District to maximize public use of taxpayer funded facilities. | |
| 12. Advocate the services and programs offered by the Public Works and Recreation Departments available to the community through continuing to share information of staff presentations. | |
| 13. Create Joint Use Agreements for parks using Chula Vista Elementary School District Fields, especially west of 805. | |
| 14. Install/reinstall and maintain better quality athletic fields and explore priority use/scheduling for any group willing to finance same. | |
| 15. Increase Connected Community by creating a Recognition Program for Community Members whereby the commission would encourage excellence, innovation, and volunteerism (present certificates to coaches, organizations (Youth Sports | |



| Goals and Objectives | Status/Notes |
|--|--------------|
| Council, Kiwanas, etc.) for their volunteer work. | |
| 16. Commissioners to help serve as ambassadors to the community by reviewing Public Works and Recreation Department volunteer opportunities (Interns, Adopt-A-Park, etc.) | |
| 17. Require that a member of the Youth Sports Council Presidents Committee to attend the Park and Recreation Commission meetings to provide an update. | |
| 18. Increase Connected Community, Healthy Community, Strong and Secure Neighborhoods by increasing commission presence at Recreation Department and Park events and initiatives. | |
| | |